



UNITED STATES MARINE CORPS
MARINE CORPS COMBAT DEVELOPMENT COMMAND
QUANTICO, VIRGINIA 22134-5001

Canc: Dec 02

MCCDCBul 5060

B 08

7 AUG 2002

MARINE CORPS COMBAT DEVELOPMENT COMMAND BULLETIN 5060

From: Commanding General

To: Distribution List

Subj: 227th MARINE CORPS COMBAT DEVELOPMENT COMMAND (MCCDC)
OFFICERS' BIRTHDAY BALL COMMITTEE

Encl: (1) Birthday Ball Committee Assignments

(2) Unit Ticket Representative Assignments

1. Purpose. To publish information, tasks, and personnel assignments in support of the 227th MCCDC Officers' Birthday Ball Committee. Further, this bulletin will ensure that sufficient planning depth is maintained so that Commanding General MCCDC has options for 2003. This year's MCCDC Officers' Birthday Ball will be at the Grand Hyatt Hotel in Washington, DC on Friday, 8 November 2002. Planning and execution of the Ball is entrusted to a committee of officers comprised of representatives from organizations and divisions throughout MCCDC.

2. Birthday Ball Committee Charter. The charter of the Birthday Ball Committee is to plan, coordinate, and execute a traditional Ball in honor of the Marine Corps' Birthday each year. Specific tasks that support the accomplishment of this charter are:

a. Guard the dignity and solemnity of the occasion by ensuring established Marine Corps traditions regarding conduct of our Birthday celebration each year are carefully preserved and in keeping with the spirit and intent of our 21st Commandant, Major General John A. Lejeune.

b. Ensure the Birthday Ball is held on 10 November or as close to that date as is practical.

c. Be good stewards of the trust given by our fellow Marine officers by ensuring the Ball is well organized, memorably elegant, fairly priced, and regarded by all as a reasonable value for services and entertainment received.

7 AUG 2002

3. Committee Structure. The Birthday Ball Committee consists of two groups of officers, committee members, and unit ticket representatives. The committee is chaired by a Marine colonel selected on a rotating basis. The Deputy Chairman is the MCCDC Special Projects Officer (SPD). Other committee members are officers in the grades of second lieutenant through lieutenant colonel who are assigned as either chairman or deputy chairman of one of the following sub-committees:

- Ceremony
- Entertainment/Decorations
- Finance
- Reservations/Seating
- Security
- Support
- VIP/Protocol

4. Committee Members. Birthday Ball Committee members are officers assigned by their parent organization to serve as full time members of the Birthday Ball Committee for a designated period. Assignments to the Birthday Ball Committee are an official collateral duty and are appropriate for mention as such on each officer's fitness report. Ideally, officers assigned to the Birthday Ball Committee serve for 14 months and participate in the planning and execution of two Birthday Balls. Initial assignments to the committee are effective approximately 30 days before the Ball. Newly assigned officers serve through their first Birthday Ball as sub-committee deputies under the supervision and tutelage of an experienced sub-committee chairman. Upon completion of post-Ball after action tasks, the now experienced deputies "fleet up" and serve as sub-committee chairman for the planning and execution of their second Ball. Enclosure (1) lists Birthday Ball Committee assignment allocations and the deadline for identification of officers to fill these billets.


5. Unit Ticket Representatives. Unit Ticket Representatives are officers assigned to the committee from subordinate units, divisions, and schools throughout MCCDC. These officers coordinate ticket sales and seat assignments for the officers of their unit/division/school. They will also serve as their unit's/division's/school's direct representative to the Birthday Ball Committee. Ticket representatives will perform their duties under the direction of the Reservations/Seating Sub-committee Chairman. Ticket representatives will be appointed each year approximately 60 days before the Ball. Enclosure (2) lists those assignments and the deadline for identification of officers to serve as Unit Ticket Representatives.

7 AUG 2002

6. Ceremony Participants. While not members of the Birthday Ball Committee, the Ceremonial Honor Guard are nonetheless an integral part of the team that plans and executes the Birthday Ball. Officers from throughout MCCDC are assigned to play key roles in the traditional cake cutting ceremony that is the hallmark of the Marine Corps Birthday Ball. A MCCDC Bulletin will be published each September promulgating personnel assignments, a rehearsal schedule, and necessary coordinating instructions for the ceremony.

7. Action. Subordinate commands shall assign qualified officers to serve as MCCDC Officers' Birthday Ball Committee members and Unit Ticket Representatives per the enclosures. Forward names, grades, and contact phone numbers to the Deputy Chairman, 227th Officers' Birthday Ball Committee, at 703-784-4477, FAX 703-784-3450, or e-mail: dankorr@mccdc.usmc.mil.

8. Points of Contact. The Chairman, 227th Officers' Birthday Ball Committee is Colonel L. A. Blasiol, Equipment Requirements Division, MCCDC. The Deputy Chairman is Lieutenant Colonel R. R. Danko, MCCDC SPD.


DANIEL P. O'BRIEN
Chief of Staff

DISTRIBUTION: INTERNET

7 AUG 2002

BIRTHDAY BALL COMMITTEE ASSIGNMENTS

<u>Billet</u>	<u>Rank</u>	<u>Command</u>	<u>Status</u>	<u>Note</u>
Chairman	Col	MCCDC WDID	Filled	1
Deputy Chairman	LtCol	MCCDC HQ	Filled	2
Ceremony Chairman	Maj/LtCol	TECOM	Filled	
Entertainment Chairman	Capt/Maj	TECOM	Filled	
Finance Chairman	2ndLt-Capt	MCB (Compt)	Filled	
Reservations Chairman	Capt/Maj	WDID (Doctrine)	Filled	
Security Chairman	2ndLt-Maj	SctyBn	Filled	3
Support Chairman	2ndLt-Capt	MCB (G-4)	Filled	4
VIP/Protocol Chairman	2ndLt-Capt	HqSvcBn	Filled	
Ceremony Deputy	Maj/LtCol	EDCOM	Vacant	
Entertainment Deputy	Capt/Maj	TECOM	Vacant	
Finance Deputy	2ndLt-Capt	MCB	Vacant	
Reservations Deputy	Capt/Maj	WDID	Vacant	
Security Deputy	1stLt-Maj	MCB	Vacant	
Support Deputy	2ndLt-Capt	MCB	Vacant	
VIP/Protocol Deputy	2ndLt-Capt	HqSvcBn	Vacant	

Notes:

1. Following an established rotation, the 2003 Committee Chairman will be a colonel from TECOM.
2. The Deputy Director will generally be the Commanding General's Special Projects/Protocol Officer.
3. Officers assigned to the Security Sub-committee will generally come from Security Battalion and should be MOS 5802.
4. Officers assigned to the Support Sub-committee will generally come from MCB G-4 Support Branch and should be MOS 0402.

*****The deadline for submission of nominees to fill vacant positions on the Birthday Ball Committee is 13 September 2002*****

Enclosure (1)

UNIT TICKET REPRESENTATIVES ASSIGNMENTS

1. The following commands will at a minimum assign a primary and alternate Unit Ticket Representative to conduct tickets sales and represent their interests during the planning and execution of the 227TH MCCDC Officers' Birthday Ball.

MCCDC HQ	MCB
WDID	MCWL
TECOM	

2. It is recommended, based upon lessons learned, that the commands listed above assign Unit Ticket Representatives for the following organizations, divisions and schools within their commands.

WDID:

Operations Div
Studies & Analysis Div
Total Force Structure Div
Doctrine Div
Warfighting Requirements Div

TECOM:

TECOM HQ
TRNGCOM HQ
EDCOM HQ
MCWAR
CSC/SAW
EWS
MSTP
CCE

MCWL/SPMAGTF

MCB
NMCLQ

*****The deadline for submission of nominees to fill Unit Ticket Representative positions is 31 August 2002*****